



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
2300 E STREET NW
WASHINGTON DC 20372-5300

IN REPLY REFER TO

BUMEDINST 5230.9B
BUMED-09D
6 November 1995

BUMED INSTRUCTION 5230.9B

From: Chief, Bureau of Medicine and Surgery
To: All Internal BUMED Codes

Subj: BUREAU OF MEDICINE AND SURGERY HEADQUARTERS INFORMATION SYSTEMS
EXECUTIVE BOARD

Ref: (a) SECNAVINST 5231.1C
(b) BUMEDINST 5230.5A
(c) BUMEDINST 5230.7B

1. **Purpose.** To establish and assign responsibilities for the operation of the Bureau of Medicine and Surgery (BUMED) Headquarters Information Systems Executive Board (HQ-ISEB).

2. **Cancellation.** BUMEDINST 5230.9A.

3. **Background.** References (a) and (b) established the requirement for a local ISEB at each Navy-managed activity. The ISEB formulates local information resources management policy, recommends approval action for new information systems, and establishes priorities to develop information systems. Reference (c) established a BUMED ISEB. Responsibilities of this committee involve consideration of claimancy-wide information resource issues and information systems requiring approval by authority higher than the originating command.

R) 4. **Functions.** The HQ-ISEB, as distinct from the BUMED ISEB, will consider information resources issues local to the BUMED Headquarters command. The HQ-ISEB will take as guidance policies developed by the Naval Medical Information Management Center (NMIMC). It will assume responsibility for review of all information systems requests generated by Headquarters' personnel before forwarding to the appropriate approval authority. The R) Chief of Staff (MED-09B) is final approval authority for those information systems requests not requiring

approval by the BUMED ISEB or higher authority. Reference (b) specifies which information systems require approval by the BUMED ISEB or higher authority.

5. Membership

a. **Voting Members.** The Chief of Staff (MED-09B) will act as chairman of the HQ-ISEB. Other voting members will include the executive assistants to the assistant chiefs of BUMED. The administrative officer to the Deputy Chief, BUMED (MED-09AO) will represent the MED-00 and MED-09 codes as a voting member. (R)

b. **Nonvoting Members.** Nonvoting members will include the Director, Management Information Systems Division (MED-09D) and the Head, Fiscal Branch (MED-94). (R)

6. **Responsibilities.** The HQ-ISEB will meet at the call of the chairman or at least quarterly. MED-09D will act as secretary and maintain HQ-ISEB minutes.


HAROLD M. KOENIG